

502 KAR 45:015. Qualifications.

RELATES TO: KRS 16.040, 16.050

STATUTORY AUTHORITY: KRS 16.040, 16.080

NECESSITY, FUNCTION, AND CONFORMITY: KRS 16.040 sets forth the basic qualifications for appointment as an officer. KRS 16.080 vests in the commissioner the authority to adopt administrative regulations for enlistment. This administrative regulation establishes the procedure to be used to determine whether applicants possess the basic qualifications.

Section 1. Applicants shall submit a birth certificate to establish that they meet the age qualification of KRS 16.040(2)(a).

Section 2. Applicants shall submit a college transcript verifying sixty (60) semester hours of credit from an accredited college or university or a high school diploma or GED with a copy of their DD-214 reflecting two (2) years of active duty military service or a notarized letter from the law enforcement employer certifying two (2) years of full-time law enforcement employment as a sworn officer to establish the educational or experience qualification of KRS 16.040(2)(d).

Section 3. Applicants who are citizens of another country at the time of application shall submit naturalization certificates prior to employment to establish the citizenship qualification of KRS 16.040(2)(c).

Section 4. Applicants who are citizens of another state at the time of application shall submit Kentucky motor vehicle operator's licenses prior to appointment to establish the residency qualification of KRS 16.040(2)(c).

Section 5. Applicants shall submit to a written examination designed and constructed to reveal the capacity of the applicant for employment as a sworn officer of the department. Following the written examination the commissioner shall determine the number of applicants advancing to the next component of the selection process based upon the vacant funded positions and the projected attrition rates as candidates advance through the selection process.

Section 6. Following the written examination an appropriate number of applicants shall advance to the Content Based Task Test (CBTT) to determine whether the applicant is physically able to safely perform essential job tasks. The inability to safely perform essential job tasks, with or without reasonable accommodations, shall be grounds for deferral or disqualification.

Section 7. Following completion of the Content Based Task Test (CBTT) an appropriate number of applicants shall advance to the oral interview component of the selection process.

Section 8. Following completion of the oral interview component of the selection process an appropriate number of applicants shall advance to the background investigation which may include a polygraph examination to establish the good moral character qualification of KRS 16.040(2)(b).

Section 9. Following completion of the background investigation component of the selection process an appropriate number of applicants shall be given a conditional offer of employment and required to submit to a medical examination and psychological examination to determine fitness to safely perform essential job tasks with or without reasonable accommodations. (19 Ky.R. 2177; Am. 2407; eff. 5-10-93; 21 Ky.R. 548; eff. 10-10-94; 22 Ky.R. 955; eff. 1-8-96.)